

MT DISASTER AND EMERGENCY PLAN

VOLUME III

DONATIONS MANAGEMENT

Section I

Purpose:

The purpose of the Donations Management Plan is to put into place a system that will ensure the expeditious and prudent management of solicited and unsolicited donated goods and/or services offered to the State of Montana as a result of an emergency or disaster.

Scope:

This plan identifies the process for carrying out donations management, including provisions to accept, inventory, maintain, distribute and/or redirect solicited as well as unsolicited donations. This will identify the roles and responsibilities of state agencies that will be involved in donations management and identifies the relationships necessary to effectively work with the voluntary agencies involved in disaster response.

Authorities: Montana Code Annotated – Title 10, Chapter 3
Montana Code Annotated – Title 10, Chapter 3, Part 1001-1103
(Emergency Management Assistance Compact)

Assumptions:

- Not every disaster or emergency will result in the need to activate this plan; however, when circumstances warrant, a united and pro-active effort must be put forth on the part of all participating government and volunteer agencies.
- The State of Montana Disaster and Emergency Services (DES) places certain standards and safeguards into this plan. This Plan shall follow a methodology that will ensure and maintain integrity and stability of the donations management process.
- The State of Montana considers the Montana Volunteer Organizations Active in Disaster (MTVOAD), the most vital resource in meeting the needs of disaster victims. MT VOAD member organizations participating in the disaster response shall have priority access to in-kind donations available through the Donations Hotline.
- Every attempt will be made to direct those who wish to donate cash to the voluntary agency of their choice.
- State agencies not assigned a specific role in this plan may be called upon to participate in the process where appropriate.

Activation:

The State Individual Assistance Officer (IAO) with DES will determine the need to activate the plan based on disaster information from the State Emergency Coordination Center (SECC), State Donations Coordinating Officer (DCO) and/or the voluntary agencies.

Maintenance:

DES will coordinate the review of the Donations Management Plan and update the document accordingly.